



Unmanned Aircraft Systems (UAS) also known as drones, have become increasingly popular for educational, commercial, and safety purposes. UAS offer significant opportunities at the University of Oregon for teaching, and the advancement of research and innovation.

REVIEW THE POLICY

The university's UAS Policy applies to three different types of UAS Operations:

- Public/government operations
- Civil/commercial operation
- Hobby or recreational uses ("model aircraft")

FLIGHT APPROVAL PROCESS

Forms are located on-line at: safety.uoregon.edu/drones-campus **Step 1:** Assemble necessary documents and information

- Copy of remote pilot's license
- Flight plan map; include the number of pilot/drone monitors, if applicable
- FAA registration number
- Oregon Department of Aviation registration number – Only required if UO owns the drone
- If drone is not owned by the UO, Copy of Certificate of Insurance, naming the UO as "additional insured"

Step 2: Download and fill out UAS Request PDF form.

Step 3: Non-UO-affiliated pilots complete the Hold Harmless Agreement

Step 4: Assemble all required documents and forms, sign with legal signature as indicated, convert to PDF, and email with subject "UAS Request" to riskmanagement@uoregon.edu

Step 5: Confirmation: After submission, you'll receive an acknowledgment of receipt from Safety and Risk Services. Within no more than 14 business days of submission, you'll receive an approval or refusal of the request.

RECORD RETENTION

Any UAS data, including video and audio recordings, resulting from the operation of UAS by UO will be retained pursuant to the university's retention schedule (OAR 166-475).

SAFETY TIPS

- Check weather conditions
- Perform a calibration and pre-flight check
- Drone monitor(s) should assist with clearing the area and lookout for fall risks



FAA code [14 CFR § 107.39] prohibits flights over persons unless that person is "directly participating in the operation of the small unmanned aircraft" or is "located under a covered structure or inside a stationary vehicle that can provide reasonable protection from falling small unmanned aircraft."



Plan ahead, submit your request at least 14 days in advance of the requested flight date.



UAS use for hobby is defined by the FAA as a "pursuit outside one's regular occupation engaged in especially for relaxation."

